## **Environmental Protection Agency**

- (m) Records of the data and calculations you used to determine the transfer efficiency for primer-surfacer and topcoat coatings and for all coatings, except for deadener and for adhesive and sealer that are not components of glass bonding systems, used in coating operations added to the affected source pursuant to §63.3082(c).
- (n) A record of the work practice plans required by §63.3094(b) and (c) and documentation that you are implementing the plans on a continuous basis. Appropriate documentation may include operational and maintenance records, records of documented inspections, and records of internal audits.
- (o) For each add-on control device and for each continuous parameter monitoring system, a copy of the equipment operating instructions must be maintained on-site for the life of the equipment in a location readily available to plant operators and inspectors. You may prepare your own equipment operating instructions, or they may be provided to you by the equipment supplier or other third party.

[69 FR 22623, Apr. 26, 2004, as amended at 72 FR 20233, Apr. 24, 2007]

## §63.3131 In what form and for how long must I keep my records?

- (a) Your records must be in a form suitable and readily available for expeditious review according to §63.10(b)(1). Where appropriate, the records may be maintained as electronic spreadsheets or as a database.
- (b) Except as provided in §63.3130(o), you must keep each record for 5 years following the date of each occurrence, measurement, maintenance, corrective action, report, or record, as specified in §63.10(b)(1).
- (c) Except as provided in §63.3130(o), you must keep each record on site for at least 2 years after the date of each occurrence, measurement, maintenance, corrective action, report, or record according to §63.10(b)(1). You may keep the records off site for the remaining 3 years.

COMPLIANCE REQUIREMENTS FOR ADHESIVE, SEALER, AND DEADENER

## §63.3150 By what date must I conduct the initial compliance demonstration?

You must complete the initial compliance demonstration for the initial compliance period according to the requirements of §63.3151. The initial compliance period begins on the applicable compliance date specified in §63.3083 and ends on the last day of the month following the compliance date. If the compliance date occurs on any day other than the first day of a month, then the initial compliance period extends through the end of that month plus the next month. You must determine the mass average organic HAP content of the materials used each month for each group of materials for which an emission limitation is established in §63.3090(c) and (d) or §63.3091(c) and (d). The initial compliance demonstration includes the calculations according to §63.3151 and supporting documentation showing that during the initial compliance period, the mass average organic HAP content for each group of materials was equal to or less than the applicable emission limits in §63.3090(c) and (d) §63.3091(c) and (d).

## § 63.3151 How do I demonstrate initial compliance with the emission limitations?

You must separately calculate the mass average organic HAP content of the materials used during the initial compliance period for each group of materials for which an emission limit is established in §63.3090(c) and (d) or §63.3091(c) and (d). If every individual material used within a group of materials meets the emission limit for that group of materials, you may demonstrate compliance with that emission limit by documenting the name and the organic HAP content of each material used during the initial compliance period. If any individual material used within a group of materials exceeds the emission limit for that group of materials, you must determine the mass average organic HAP content according to the procedures of paragraph (d) of this section.